

**DEPARTMENT OF THE ARMY
HEADQUARTERS, AREA I SUPPORT ACTIVITY
UNIT 15707
APO AP 96258-0707**

EANC-A1-CPAC

06 July 2001

SUBJECT: Area I CPAC Update 7-01

1. In an effort to ensure Area I Federal employees are kept informed of various staffing issues we will be publishing updates on major issues relating to the staffing area, i.e., compensation, overseas entitlements and benefits, recruitment procedures, travel entitlements, classification issues, PPIs, etc. Future updates will contain current information specific to a particular function.

2. **EBIS IS NOW AVAILABLE.** The Employee Benefits Information System (EBIS) is now available for TSP on-line elections. The EBIS may be accessed through the ABC-C website at <http://www.abc.army.mil>. Employees now have two automated systems available to make a TSP open season elections, the EBIS and the Interactive Voice Response System (IVRS). Employees can access IVRS by calling the toll free number, 00798-14-800-4766 and following the prompts to the TSP Section. Employees may also complete a hard copy TSP-1, Election Form and submit it to their servicing Civilian Personnel Advisory Center (CPAC), an option that will be available until open season ends on July 31. **Employees are cautioned not to duplicate elections.** If an electronic election has been made, a hard copy form should not be submitted. If a hard copy form is submitted, employees should not duplicate the action through the electronic automated systems. As of May 1, 2001, distribution of TSP account funds must be completed directly with TSP by employee's accessing their individual account using either the TSP website at <http://www.tsp.gov> or through the ThriftLine at 1-504-255-8777. The Thrift Board stated they would accept a hard copy TSP-50, Investment Allocation form, however these forms were only distributed at 10% of employee strength.

3. **LEAVE AND EARNINGS STATEMENT CHANGES (LES).** Beginning June 3, DFAS will no longer reflect the earnings for TSP calculation on the LES. The LES will continue to display the employee percentage contribution in Block 22. However, Block 22 of the LES will no longer reflect Thrift Savings Plan (TSP) Fund allocations as this function is now performed by employees directly with TSP. The LES will continue to reflect the actual amount of TSP deductions withheld current and year to date in the deductions block of the LES.

4. **New Job Family Position Classification Standard for Administrative work in the Information Technology Group, GS-2200.** On June 5, 2001, OPM released the for application, the new Job Family standard for Administrative Work in the Information Technology Group, GS-2200 which establishes the new Information Technology (IT) Management Series, GS-2210. The GS-2210 series includes work previously classified

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in the Computer Specialist Series, GS-0334, the Telecommunications Series, GS-0391, and other series (e.g., GS-301), when the work meets the criteria for inclusion as defined in the standard. All employees whose positions are reclassified into the GS-2210 series at grades 5/7/9/11/12/13 are entitled to the Information Technology special salary rates applicable for their official duty station. The IT special rate tables have been amended to include the new Information Technology Management Series, GS-2210. OPM also issued interpretive guidance, which can be found at <http://www.opm.gov/oca/compmemo/2001/2001-05A.htm>, to assist in implementing the new standard. Due to pay equity considerations associated with the release of this standard, the DoD goal is to complete implementation of the standard within the prescribed 180 day time period and DoD does not anticipate any extension of the implementation period beyond one year.

5. **EUSA Supervisory and Managerial Hiring Controls**. We are still getting PPIs for Supervisory and Managerial positions that are not submitted correctly. EUSA Memorandum EAGA-CP-CC (690-500) dated 18 April 2001, establishes procedures, pursuant to DoD guidance to review and approve hiring decisions to ensure compliance with the President's reform initiative to flatten the Federal hierarchy and reduce the number of high level managerial positions. The Department of Army has delegated the authority to review and fill supervisory and managerial positions to MACOM commanders. The EUSA Chief of Staff has been designated as the EUSA Position Management Officer (PMO) with the responsibility for monitoring the fill of EUSA managerial positions and assuring the balance and efficiency of the EUSA organizational structures. Commanders of Major Subordinate Commands (MSC) must also designate a PMO. PMOs must be at the colonel level (or equivalent) and will be responsible for assessing factors that affect the supervisor's span-of-control and the resulting organizational structure. The PMO Checklist provides PMO responsibilities and procedures that must be taken by each PMO when deciding which course of action is best for their organization. PPI actions that do not contain the required certification will not be accepted by the CPAC. They will be returned to the originating official for cancellation and/or certification, as appropriated.

6. **Area 1 CPAC Web Page**. April 2001, the Area 1 CPAC web page was established. Since that time, we are constantly improving and expanding our web page, thanks to the help of Mr. Gnidziejko. The web page contains a great deal of information and a number of Internet links that supervisors, managers and employees can use. We encourage you to utilize the information and provide us with feedback on how to improve the site for your use. The web address is: <http://www-area1.korea.army.mil/cpac/cpac.htm>.

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